

**Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 2 October 2018 in The Vestry Rooms, Fore Street, St Erth, commencing at 7.00pm**

**Councillors present:** K. J. Buzza (Chairman), Mrs. W. M. Chappell, M. J. Hanley (Vice-Chairman), E. B. Jenkin, Ms. J. Kersey, Mrs. J. Lee, N. Player, P. Rodda and E.T. Taylor

**Others present:** nine members of the community, CC Lionel Pascoe and Peter Rylett (Clerk to the Council)

**Apologies for absence:** Councillor A. Spencer-Smith

**90/18-19 Chairman's welcome**

On behalf of the Council, the Chairman welcomed Councillor Mrs. Lee to her first ordinary meeting.

**91/18-19 Declarations of Interest**

There were none.

**92/18-19 Community participation**

Six matters were raised:

1. 515 bus service.

CC Pascoe informed the Council that the current contract, between Cornwall Council and Age UK, to provide the 515 bus service, was soon due for renewal and he had received several phone calls from residents who were concerned that the service could be stopped. He had contacted Age UK but in the absence of the Manager, who was on holiday, no one else had been able to confirm the position.

2. Invoice for monitoring the defibrillator.

The Chairman of SERA had received an invoice from Heart Safe regarding the annual monitoring of the defibrillator.

3. Fencing around the Public Conveniences.

The Chairman of SERA asked when the final fence panel would be installed and the remaining organic debris cleared away.

4. External lighting at the Public Conveniences.

The Chairman of SERA reported that the lights seemed to come on sporadically and asked why this was.

5. Planning application PA18/08144: Certificate of Lawfulness for existing use of building as a self-contained, independent dwelling house: The Shed, Bosworgy Road, Townshend.

A spokesperson on behalf of a group of residents outlined their objections to this application.

6. Planning application PA18/08140: Change of use from restricted holiday let to unrestricted residential use: The Tractor Barn, Bosworgy Road, Townshend.

A spokesperson on behalf of a group of residents outlined their objections to this application.

### **93/18-19 Action required on matters raised during community participation**

#### 1. 515 bus service.

The Clerk reported that he too was waiting for clarification from Age UK and that the Parish Council would be receiving a report from Councillor Ms. Kersey at its meeting in November.

*(Action by: Councillor Ms. Kersey)*

#### 2. Invoice for defibrillator.

The Clerk confirmed that the Parish Council would pay the invoice.

*(Action by: the Clerk)*

#### 3. Fencing around the Public Conveniences.

The Clerk stated that the final fence panel would be installed following clearance of the remaining organic debris and completion of the lining scheme.

*(Action by: the Clerk)*

#### 4. External lighting at the Public Conveniences.

Councillor Taylor advised that: during the day, lighting would come on if light levels dropped below a certain point at the sensor; at dusk, the lights would come on by a timer until 11pm; and from then, worked on PIR sensors. If the electronic timer was faulty this could account for erratic lighting and the Clerk added that the lighting would be checked during the annual electrical inspection.

*(Action by: the Clerk)*

#### 5. Planning application PA18/08144: Certificate of Lawfulness for existing use of building as a self-contained, independent dwelling house: The Shed, Bosworgy Road, Townshend.

The Clerk stated that the Council would take into account the points raised by the residents when it came to consider the application formally.

#### 6. Planning application PA18/08140: Change of use from restricted holiday let to unrestricted residential use: The Tractor Barn, Bosworgy Road, Townshend.

The Clerk stated that the Council would take into account the points raised by the residents when it came to consider the application formally.

### **94/18-19 Planning and Listed Building applications**

The Council considered the following applications:

a) PA18/07281: Provision of a new conservatory, for residents use, joined to existing buildings: Bosence Farm, 69 Bosence Road, Townshend.

**RESOLVED** - that the Council objects to this application because it conflicts with policy HT2 in respect of new dwellings in the countryside as set out in the St Erth Neighbourhood Plan.

*(Action by: the Clerk)*

b) PA18/08140: Change of use from restricted holiday let to unrestricted residential use: The Tractor Barn, Bosworgy Road, Townshend.

**RESOLVED** - that the Council objects to this application because it conflicts with policies HT2 in respect of new dwellings in the countryside and Policy ED9 in respect of the change of use from purpose built holiday accommodation to residential as set out in the St Erth Neighbourhood Plan.

*(Action by: the Clerk)*

c) PA18/07520: Conversion of existing former public house to form apartments, housing development in existing car park and associated works to form 17 dwellings: Lamb & Flag Inn, Canonstown.

The Clerk stated that this application had been withdrawn.

### 95/18-19 Minutes

The Chairman presented the minutes for accuracy and for any matters arising and the Council noted that Councillor Taylor had submitted an apology for absence for the Co-Option meeting held on 17 September 2018.

**RESOLVED** - that subject to the amendment above, the Chairman signs as true and correct records, the minutes of the ordinary meeting held on 4 September 2018 and the minutes of the Co-Option meeting held on 17 September 2018.

The Clerk then provided the following update on the current position of planning applications considered at the meeting of the Council held on 4 September 2018:

a) PA18/07281: Provision of a new conservatory for residents use joined to existing buildings: Bosence Farm, 69 Bosence Road, Townshend - *awaiting determination by the LPA.*

b) PA18/06887: Retrospective: Change of use from Golf Course to Doggy Day Care: Doggy Day Care, Chenhalls Road - *awaiting determination by the LPA.*

c) PA17/12089: Outline consent for the construction of up to 44 dwellings, provision of access, allotments and associated ancillary works. Land east of Treloweth Lane - *requested to go to Cornwall Council Planning Committee rather than be determined by an officer.*

### 96/18-19 Reports from Councillors/Clerk on meetings held since the previous meeting of the Council

1. Town and Parish Conference - 27 September at Ludgvan Community Center.

The Chairman and the Clerk had attended this event and the Chairman outlined the issues raised and the useful networking opportunities, especially with Cornwall Councillor

Edwina Hannaford (Portfolio Holder for Neighbourhoods (which included Localism and Devolution)) which he hoped would benefit the Parish Council.

One of the presentations at the Conference which had been very well received was given by Delia Webb of the Plastic Free Penzance (PFP) and the Chairman suggested that it would be good if the Parish Council could become involved in some way with the initiative.

Following discussion, the Council

**RESOLVED** - that the Clerk contact PFP with a view to arranging a presentation for parishioners and St Erth School pupils and the proposed arrangements be reported back to the Council for further consideration in due course.

*(Action by: the Clerk)*

2. Forthcoming Cornwall Council Planning Conference: 4 October in Penzance - Chairman to attend.

3. Forthcoming Highway Improvements Working Group: 15 October in the Vestry Rooms (all Councillors invited to attend) and the report of which will be made to the November meeting of the Council.

4. Management Committee of the Hayle Day Care Centre - recent meeting attended by Councillor Mrs. Chappell - minutes awaited and will be circulated.

#### **97/18-19 Vacancies on Committees etc.**

Following the recent co-option of two new Councillors, the Council considered filling the vacancies on committees and

**RESOLVED** - that the following appointments be made until the Annual Meeting in May 2019:

1. Open Spaces Committee - vacancy filled by Councillor Player;

2. Charges Committee - one vacancy filled by Councillor Player (one remaining vacancy); and

3. Governance Committee - vacancy filled by Councillor Mrs. Lee.

*(Action by: the Clerk)*

#### **98/18-19 Consultation etc. correspondence from Cornwall Council**

None during September.

#### **99/18-19 Receipts and Payments for September 2018**

**RESOLVED** - that the payments due be authorised.

The following had been received

Precept	£27,072.50
Council Tax Support	£1,186.81
Grant	£630.00
Cemetery fees	
<b>TOTAL</b>	<b>£28,889.31</b>

The following had been paid by Direct Debit or Standing Order

Utility Warehouse	£8.90	Electricity - Vestry Rooms
Cherry Trees	£856.80	Grass cutting - parks, churchyard and cemeteries
SeaDog IT	£18.95	Website hosting fee
Google	£37.40	Gmail account
South West Water	£367.00	Water - Public Conveniences
British Gas	£23.00	Electricity - Public Conveniences
NEST pension scheme	£112.43	Employer contribution of £62.46 and employee contribution of £49.97
<b>TOTAL</b>	<b>£1,424.48</b>	

The following payments were due as at 30 September 2018

P Rylett	£1,293.83	Clerk's salary (net pay - see <b>Note 1</b> below)
P Rylett	£83.24	Clerk's expenses (see <b>Note 2</b> below)
HMRC	£336.37	PAYE and NI
Cormac Solutions Ltd.	£450.20	Cleaning/re-stocking Toilets
PKF Littlejohn	£360.00	Annual External Audit fee
Nastassia Player	£21.60	Mileage fee to attend Councillor training
SeaDog IT	£145.00	Domain name renewal
<b>TOTAL</b>	<b>£2,690.24</b>	

**Note 1**

The gross monthly pay was £1,561.55. The net pay of £1,293.83 was the amount payable following deductions of tax and national insurance and with a deduction from the net pay for the employee's contribution to the NEST pension scheme of £49.97 as shown above.

**Note 2**

The sum of £83.24 was comprised of:

Home Office Payment	£18.00
Reimbursement of:	
Telephone calls	£0

Postage/stamps	£0	
Consumables	£65.24	Printer ink
Office equipment		
Expenses	£0	
Mileage	£0	

*(Action by: the Clerk)*

### **100/18-19 2<sup>nd</sup> Quarter Budget position**

The Council received this report with the Chairman highlighting various budget headings and the Clerk answering questions.

### **101/18-19 Business Plan**

The Council received and noted the latest version of its Business Plan.

### **102/18-19 Agenda items for a future meeting**

1. Presentation by Plastic Free Penzance - further to the earlier discussion, it was also suggested that sponsorship for the event be sought from SUEZ and SWW.

*(Action by: the Clerk)*

2. Councillor Hanley believed that some residents would benefit from having a public footpath from Vicarage Gate to St Erth School and agreed to lead that project. Councillor Jenkin offered to let Councillor Hanley have the contact details for the owner of the Glebe land.

*(Action by: Councillors Hanley and Jenkin)*

3. Councillor Taylor expressed the opinion that the entrance driveway into Chenhalls Road Cemetery required resurfacing and the Clerk agreed to speak to the contractor and obtain an estimate for resurfacing.

*(Action by: the Clerk)*

4. Councillor Taylor advised that he was working with the Clerk in preparation for the meeting of the Open Spaces Committee - specifically on costed options for new play equipment for Battery Mill Park.

*(Action by: Councillor Taylor and the Clerk)*

5. Councillor Mrs. Chappell enquired if there was a way to improve disabled access to the Shop/Post Office and the Clerk agreed to consult Dave Phillips (Cormac) for advice.

*(Action by: the Clerk)*

6. Councillor Jenkin reported two instances of fly tipping - one in Trenhayle Lane and the other in Water Lane. The Clerk agreed to refer these matters to the Community Network Manager for action.

(Action by: the Clerk)

7. Councillor Jenkin reported that the grass required cutting along Jericho Lane and Water Lane and the Clerk agreed to refer these matters to the Community Network Manager for action.

8. Councillor Player reported that there was a regular occurrence of dogs being tied up around the entrance to Battery Mill Park and that the signage might be inadequate. The Clerk agreed to review the signage and take the necessary action. He also asked Councillors to let him know whenever the problem arose in the future so he could inform the Police.

The Chairman closed the meeting at 8.22pm

Signed by  
Chairman.....

Date.....  
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